

**DEPARTMENT OF CORRECTIONS
PRISON ISSUES BOARDS MEETING
MDOC Central Office
COR Central Training Classroom
5 So. Last Chance Gulch
Helena, MT
January 21, 2015**

Roll Call by Chairman Patrick Smith – CCC -Warden David Berkebile, MWP - Warden Joan Daly, GFRP - UM Travis Harris, MCE - Gayle Lambert, Deputy Director Loraine Wodnik, MSP - Associate Warden Woods, DCRP – Warden Tom Green.

Via telephone conference – Captain Jon Barthel, Warden Tom Green, Deputy Warden Ron Nodland

Via vision Net- None

There is a quorum present.

“In accordance with Montana Code Annotated Section 2-3-103(1), the Board will hold a public comment period. Please note that this open forum period for comment is the public’s opportunity to address the Board on any topic that is within the purview of the Board. While the Board may or may not take action on the issues presented, the Board will listen to comments, may respond to questions, may ask that particular questions, or comments be submitted in writing, and may ask that the issue be placed on a subsequent agenda for possible discussion by the Board. The Chairman of the Board will determine the amount of time allotted for public comment.”

“Pursuant to Montana Law, the Chairman may decide to hold a meeting or part of a meeting in executive session due to interests of individual privacy, or individual or public safety or security of public facilities, including jails, correctional facilities, private correctional facilities, and prisons, if disclosure of the information may jeopardize the safety of facility personnel, the public, or inmates of a facility.”

Approval of minutes from the last meeting
Moved to approve the minute’s – Gayle Lambert
Seconded the motion – Travis Harris and Loraine Wodnik
All approved

Welcome and introductions.

In addition to the above people, the following were present- Kurt Aughney, Lane Blair, Christina Briscoe, Angie Carter, John Daughtery, Andrea Evans, Demetric Godfrey, Lena Havron, Kari Kinyon, Kristen Macklin, Michele Morgenroth, , Pat Schlauch, Christine Slaughter, Terri Stefalo.

Public- None present

Legislative and Management Team Updates – Loraine Wodnik

The Deputy Director stated they have been very busy with the legislature and went over a few bills and then discussed the budget presentations that have been ongoing this week. She wanted to let everyone know that Kevin Olson is the new administrator of the Probation and Parole Division.

Division Updates – AW Wood

Warden Kirkegard was unable to attend, so AW Wood is his representative. At MSP, staffing is still our toughest challenge. We have improved some since the last PIB meeting.

Update on Religious Issue –Terrie Stefalo

The RIC approved items for PIB Consideration. The RIC Meeting was December 9, 2014. There was 37 requests, below are the 6 approved items.

Odonist/Asatru

1. Personal Property to be added to the Religious Personal Property Matrix 4.1.3
Devotional pictures – 4 card size pictures (purchase through the canteen.)
2. Communal Property to be added to 5.6.1
Devotional Candles – 3 varieties

Judaism

3. Personal Property to be added to the Religious Personal Property Matrix 4.1.3
Besemim Spices – 1 package in clear plastic baggie
Communal Property to be added to 5.6.1
4. Matzo Crackers
5. Etrog and lulav set (yearly)

Native American

6. Communal Property to be added to 5.6.1
Native American Flute -1.

Devotional Candles would be big pillar candles with pictures on them. The personal property items would be purchased off canteen. It was agreed to send this all out one last time to the Warden's for review and then they would finalize it from there. Pat Smith will send it out and ask for a quick review and then get it finalized. (This has since been finalized and had a legal review for clarification.)

Roundtable Discussion on Inmate/Facility Issues

MCE- Gayle Lambert

Gayle Lambert wanted to see if CCA was still having problems with the Kiosk machine. Kari Kinyon says they are still having problems at CCC and Warden Joan Daly said they were also having the same problems. Gayle Lambert stated if we go with another company that would make us have to repurchase everything. John Daugherty stated that they are having problems throughout the state with the Kiosk machines. Gayle Lambert said when they would get a hold of the company to schedule the Kiosk to be fixed; the company would state that the facilities are not letting them into the facility. Everyone discussed and agreed that no one was restricting them from the facilities in any way. Pat Smith stated to keep Andrew Alcott in the loop for any issues with the Kiosks.

MWP – Joan Daly

The heating and air conditioning projects are right on track. Joan stated after that is done they will have to swap a unit with the dog pod to lay new carpet. Everything else going pretty well.

Chief Information Officer IT- John Daugherty

The video Visitation is waiting until state procurement gets done, until then we can't do anything; Telmate is the company that got the contract.

Budget – Pat Schlauch

Budget and Accounting has been very busy with legislative issues. One of the key packages for legislature is the correctional officer pay. The next key package is for a psychiatrist for MSP. During the legislature session his staff will also be busy with logging and calculating the fiscal notes attached to the bills.

MSP- Associate Warden Wood

Staffing is still an issue. Hopefully the legislature will help out with that. Two major projects are being finished at MSP. The Laundry remodel on the high side is almost done. The Food Factory addition is also almost done. There is a tour on Saturday, January 24, 2015 with a few members of the legislature.

Quality Assurance -Kurt Aughney

Michelle Morgenroth is the new policy manager and has been named to head the Inmate Pay sub-committee. Michelle stated that the new gate money policy should be done on Friday. Kurt wanted to let everyone know there is going to be a state wide education policy for MDOC and this was needed before we could move forward on these other policies.

GFRP- Unit Manger Travis Harris

Great Falls Regional Prison is working on bids to get the new cameras installed in the facility. Everything seems to be working fairly well at the present.

Budget-Lena Havron

The gate pay Policy is done; the next project is to make a simple flow chart. This should make it easier for the IPPO's and everyone to know which funding sources they need.

CCC- Warden David Berkebile

CCC is down 7 officers, there is five hired that have not started yet. Warden Berkebile stated that they had a lot of turnovers in the last year. Officers leaving we have asked what they could do better; CCC is taking the information and trying to go in the right direction. Warden Berkebile said the Kiosk staff had clearance to CCA every time they have shown up at the facility. Kari Kinyon was glad to hear to here that is was not just CCC that was having problems with the Kiosks.

DCCF – Warden Tom Green

Dawson County Correctional Facility has had a significant water issue with the oil spill that happened on the Yellowstone river near Glendive. Warden Green stated that have been trucking in water for offenders and staff. Water was also needed to cook and clean utensils. The HiSet program is started again in the Dawson County Correctional Facility in December it is being ran by the new programs manager Angela Maciorski. They are also back up to 100% on CO staffing.

Pat Smith asked if Glendive still has to serve sack lunches. Warden Green says they have been able to start serving hot lunches. Warden Green also stated that transportation of inmates has gotten back to normal. He hopes that they are slowly getting everything headed back towards normal.

Review adjusted IWF Annual Budgets, Accounts & Global Fund Updates, Quarterly Requests, Funding Reviews, and New Business- Kara Sperle/Lena Havron

Lena would like to emphasize that all IWF accounting funds need to come through budget in Helena. Please call her with any questions you may have.

MSP requests \$52, 000 for upgrades to the inmate TV systems. The \$52,000 would be used to upgrade the Facility cables and main trunk lines.

Move to approve – Warden Tom Green

Second the motion -Travis Harris

All Approved. Request is approved.

MSP requests \$14, 400 for STEPS and NEW Direction manuals, this includes shipping.

Move to Approve – Warden David Berkebile

Second the motion – Travis Harris

All Approved. Request is approved.

CCC requests \$6143.22 for tools for Vocational Education and heavy duty equipment for inmate projects.

Move to approve – Associate Warden Tom Wood

Second the motion – Travis Harris

All Approved. Request is approved.

CCA requests \$10,000 for STEPS manuals. This is for the inmates' self-help groups.

Move to approve – Associate Warden Tom Wood

Second the motion – Travis Harris

All Approved. Request is approved.

CCA requests \$2794.93 for stationary physical workout stations. This is for when the weather is bad and the offenders cannot go outside. The machines are a welded piece or bar that will come down from the wall and is secured to the floors and walls in the units. This request is for 7 machines.

Move to approve – Associate Warden Tom Wood

Second the motion – Travis Harris

All Approved. Request is approved.

CCC requests \$3900.00 for Educational software

Lena Havron asked if education items were to be paid out of contract budget as they were required to provide HiSet and adult education. CCC stated that that it was more elective type stuff for keyboarding and the literacy programs. It was decided to review this a little more closely and then decide if we would bring this back up to PIB for a vote.

MSP is requesting \$10,000 for identification cards and birth certificates. MSP is also requesting \$4500 for the education department to help inmates get out of state GED transcripts at \$15 a copy.

Pat Smith stated this would help them out with their reentry program.

Travis Harris asked if this is to help the regional prisons too and would MSP be handling all of this for everyone? He stated that an offender could not be eligible for a job, say at MCE, because GFRP could not afford to help get his transcript if this was an MSP only item.

Warden Tom Green wants to get some more information on all of this before he decides.

Associate Warden Woods asked if that was the correct number or if it was a number to start with. Does it include just MSP or all of the facilities?

Lena Havron suggested we table it till the next Prison Issues Board. All agreed and asked that we get answers from MCE and MSP on what all this entails and does it cover all of the facilities. Most appeared to agree with it if it covers all facilities and is based out of MSP.

CCA requests \$2761.69 for sanders, drills and battery packs for replacements in the woodshop. Most of this is used for voluntary projects that inmates do for community projects.

Move to approve – Associate Warden Tom Wood

Second the motion – Travis Harris

All Approved.

Public Comment Period- None Present.

Other Security/Confidential issues if needed

The **next Prison Issues Board Meeting** is scheduled for **May 12, 2015** at the **Dawson County Correctional Facility**.

Reminders were given that the Security Chiefs need to meet and review the property lists and canteen before the next PIB meeting and have any recommendations ready for that meeting. AW Wood will delegate one of his staff or himself to pull this together.

IWF annual budgets for the next Fiscal Year also need to be presented at this next meeting. Be sure to have those presented to the inmates and sent in to Lena Havron before the meeting. If you have questions call Lena.